



Washington State Department of
Early Learning

ELAC

Early Learning Plan Workgroup

Monday, December 15, 2008

3:00–4:00 p.m.

Conference Call

3:00-3:05	Welcome and Introductions	Amie
3:05–3:10	Minutes from Last Meeting	Amie
3:10-3:25	Overview of DRAFT Final Report to ELAC and related documents	Kelli
3:25-3:40	Relevant feedback	All
3:40–3:50	Next Steps- Preparation for ELAC Meeting (Dec.30 th)	Kelli
3:50-4:00	Closing Comments	All



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Monday, December 15, 2008

3:00–4:00 p.m.

Conference Call Minutes

Present via Phone: Amie Lapp Payne (Deputy Director, DEL), Nina Auerbach (ELAC Thrive by Five Washington Member), Jill Sells (Docs for Tots), Agda Burchard (WAEYC), Jada Rupley (ELAC Co-Chair*, ESD 112), Kelli Bohanon (DEL staff to ELAC and the ELP workgroup; Head Start State Collaboration Office), Lorrie Grevstad (DOH, ECCS grant), Joan Sharp (Council for Children and Families, CCF)

Absent: Vaughnnetta Barton (Foundation for Early Learning), Marie Zackuse (ELAC Tribal Representative; Vice-Chairwoman Tulalip Tribe), Lorena Lowell (ELAC Co-Chair*, Private Child Care Provider), Elizabeth Bonbright Thompson (Child Care Resource and Referral Network, CCRR)

Welcome and Introductions (Amie):

Amie opened the call by thanking everyone for their feedback and opening the discussion for additional feedback not sent via email.

Overview of DRAFT Final Report to ELAC and related documents (Kelli):

Kelli provided a brief overview of the report documents.

Relevant feedback (All):

A request was made to put "Harvard Team" in quotation marks.

Joan requested the removal of references to the Council for Children and Families.



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Early Learning Plan Workgroup

Monday, December 8, 2008

2:00–4:00 p.m.

DEL State Office

2:00-2:05	Welcome and Introductions	Amie
2:05–2:10	Review of Minutes from Last Meeting	Kelli
2:10-2:20	Follow-up from last meeting <ul style="list-style-type: none">• Review work accomplished re: Strategy #1• Review of any new reference documents sent to Kelli	Amie
2:20-2:25	Quick Introduction to Breakout Groups	Kelli
2:25–3:00	<u>Breakout Groups:</u> Work Plan development: Strategy #2	Groups
3:00-3:20	Report-out (Strategy #2)	Groups
3:20-3:40	Summarizing next steps for ELAC recommendations	Kelli
3:40-4:00	Closing comments	Amie



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Early Learning Plan Workgroup

Monday, December 8, 2008

2:00–4:00 p.m.

DEL State Office

Meeting Minutes

Present: Amie LappPayne (Deputy Director, DEL), Kelli Bohanon (DEL staff to ELAC and the ELP workgroup; Head Start State Collaboration Office), Lorena Lowell (ELAC Co-Chair*, Private Child Care Prover), Agda Burchard (WAEYC)

Present via Phone: Nina Auerbach (ELAC Thrive by Five Washington Member), Jill Sells (Docs for Tots), Elizabeth Bonbright Thompson (Child Care Resource and Referral Network, CCRR), Joan Sharp (Council for Children and Families, CCF), Vaughnetta Barton (Foundation for Early Learning)

Absent: Jada Rupley (ELAC Co-Chair*, ESD 112), Lorrie Grevstad (DOH, ECCS grant), Marie Zackuse (ELAC Tribal Representative; Vice-Chairwoman Tulalip Tribe)

Welcome and Introductions (Amie):

Allowing others not yet present an opportunity to join in, Amie opened the meeting at five minutes after 2:00. She then stated that in the interest of time the group would go ahead and start and people would join as they could and those who had to leave early would do so.

Review of Minutes from Last Meeting (Amie/Kelli):

Amie opened discussion of the minutes by mentioning that no feedback has been submitted. She then gave a brief overview. A couple of questions arose at this time:

- Whether there are 2 or 3 strategies. Amie clarified that the strategies relating to data collection and identification of gaps were really part of the same task so those have just been consolidated.
 - Whether there had been discussion regarding the consultant framework in relation to Kids Matter. Amie explained that yes, had been acknowledged and



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Early Learning Plan Workgroup

Monday, November 24, 2008

2:00–4:00 p.m.

DEL State Office

2:00-2:05	Welcome and Introductions	Amie
2:05–2:15	Reiteration of Work Group Purpose/Timeline	Amie
2:15-2:20	Review of Minutes from Last Meeting	Kelli
2:20-2:35	Follow-up Items from last meeting	Kelli
2:35-2:40	Quick Introduction to Breakout Groups	Amie
2:40–3:00	<u>Breakout Group Focus #1: "Statewide Document" Briefing</u>	Groups
3:00-3:10	Report-out (Breakout Group Focus #1)	Groups
3:10-3:30	<u>Breakout Group Focus #2: Work Plan Development</u>	Groups
3:30-3:40	Report-out (Breakout Group Focus #2)	Groups
3:40-4:00	Closing	Amie



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Early Learning Plan Workgroup

Monday, November 24, 2008

2:00–4:00 p.m.

DEL State Office

Meeting Minutes

Present: Amie Lapp Payne (Deputy Director, DEL), Lorena Lowell (ELAC Co-Chair*, Private Child Care Provider), Joan Sharp (Council for Children and Families, CCF), Lorrie Grevstad (DOH, ECCS grant), Tami Burdette (Tulalip Tribe), Jeanie Dengate (Tulalip Tribe)

Present via Phone: Nina Auerbach (ELAC Thrive by Five Washington Member), Jill Sells (Docs for Tots), Elizabeth Bonbright Thompson (Child Care Resource and Referral Network, CCRR)

Absent: Jada Rupley (ELAC Co-Chair*, ESD 112), Kelli Bohanon (DEL staff to ELAC and the ELP workgroup; Head Start State Collaboration Office), Vaughnnetta Barton (Foundation for Early Learning), Marie Zackuse (ELAC Tribal Representative; Vice-Chairwoman Tulalip Tribe), Agda Burchard (WAEYC)

Welcome and Introductions (Amie):

Amie welcomed everyone to the meeting.

Reiteration of Work Group Purpose/Timeline (Amie):

Amie reiterated the need to focus on addressing how we will accomplish the 2 major tasks within the next year (Analysis of existing efforts and convening the stakeholder groups).

- With regard to the stakeholder group Joan asked if we're referring to specifically to a group or a process. Amie clarified that inclusiveness is an important value and that we do not want to limit to a single group; it is the process of convening stakeholders that needs to be planned.
- Lorrie asked about the need for clarification of purpose- does this imply that other work such as the guiding principles shouldn't be done? Lorena explained that these are the things that have to be done, others would be nice but these are the essentials.



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Early Learning Plan Workgroup

Monday, November 10, 2008

2:00–4:00 p.m.

DEL State Office

2:00-2:10	Welcome and Introductions	Amie
2:10–2:15	Review of Agenda <ul style="list-style-type: none">▪ Goals for Today's Meeting	Amie
2:15-2:30	Follow-up and Feedback <ul style="list-style-type: none">▪ Questions about first meeting/minutes▪ STARS/CCR&R Report follow-up▪ Brief update of ELAC workgroups	Kelli
2:30-2:45	Brainstorming: What will the "Plan" look like?	Amie
2:45–3:10	Recap of October 27 th Meeting: Where We Left Off <ul style="list-style-type: none">▪ Guiding Principles▪ What we must accomplish (key strategies)▪ Work Plan outline	Kelli
3:10-3:45	Getting into the Work Plan <ul style="list-style-type: none">▪ Prioritizing Strategies▪ Work Plan format overview/input▪ Building the Work Plan	Kelli/Amie
3:45-3:55	Closing <ul style="list-style-type: none">▪ Brief Review of Meeting	Amie
3:55-4:00	Next Steps <ul style="list-style-type: none">▪ Identify Next Steps▪ Next Meeting Date: November 24th-2-4:00 p.m.	Kelli



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Early Learning Plan Workgroup

Monday, November 10, 2008

2:00–4:00 p.m.

DEL State Office

Meeting Minutes

Present (at the state office): Amie Lapp Payne (Deputy Director, DEL), Kelli Bohanon (DEL staff to ELAC and the ELP workgroup; Head Start State Collaboration Office), Lorena Lowell (ELAC Co-Chair*, Private Child Care Provider), Joan Sharp (Council for Children and Families), Lorrie Grevstad (DOH, ECCS grant)
Present by Phone: Jada Rupley (ELAC Co-Chair*, ESD 112), Agda Burchard (WAEYC), Nina Auerbach (ELAC Thrive by Five Washington Member), Caterina Tassara-Vaubel (representing the Child Care Resource and Referral Network), Jill Sells (Docs for Tots)

Absent: Marie Zackuse (ELAC Tribal Representative; Vice- Chairwoman Tulalip Tribe), Vaughnnetta Barton (Foundation for Early Learning), Elizabeth Bonbright Thompson (Child Care Resource and Referral Network),

Welcome and Introductions (Amie):

Amie welcomed and congratulated the group on a productive last meeting on October 27th. Amie asked the group if everyone received the materials for today's meeting, and those who did not should contact Kelli. Group members briefly introduced themselves and Amie acknowledged that some members were caught in traffic and would be late.

Review of Agenda (Amie):

Amie provided a brief item by item overview of the agenda for today's meeting.

Follow-up and Feedback (Kelli):

Early Learning System Graphic-

The group expressed confusion about exactly what was represented by the document and why some groups were not on it. Amie clarified that the visual was shared with this group as a snapshot in time of what was presented by Director Bosworth to the Council in January. The purpose of the document at that time was to convey that many players are involved, such as—but not limited to—those entities represented on ELAC, and DEL can't do it alone; a comprehensive system needs a whole host of players.



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Early Learning Plan Workgroup

Monday, October 27, 2008

2:00–4:00 p.m.

DEL State Office

3:00-3:20	Welcome/Introductions	Amie
	<ul style="list-style-type: none">• Workgroup membership	
3:20-3:30	Review of Agenda	Amie
	<ul style="list-style-type: none">• Goals for today's meeting	
3:30-3:50	Overview	Amie
	<ul style="list-style-type: none">▪ ELAC legislation (SSSB 5828)▪ DEL Activity to-date	
3:50-4:00	Purpose and Goal of Workgroup	Kelli
4:00-4:45	Work Plan Expectations	Kelli
	<ul style="list-style-type: none">• What we must accomplish this year▪ Brainstorming: The Ideal Plan• What is a work plan?	
4:45-4:50	Closing	Amie
	<ul style="list-style-type: none">▪ Brief review of meeting	
4:50-5:00	Next Steps	Kelli
	<ul style="list-style-type: none">• Identify next steps▪ Discuss scheduling▪ Next meeting date: November 10th 2:00-4:30 (DEL State Office)	



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Monday, October 27, 2008
3:00-5:00
DEL State Office

Meeting Minutes

Present: Amie Lapp Payne (Deputy Director, DEL), Kelli Bohanon (DEL staff to ELAC and the ELP workgroup; Head Start State Collaboration Office), Joan Sharp (Council for Children and Families), Jill Sells (Docs for Tots), Caterina Tassara-Vaubel (representing the Child Care Resource and Referral Network), Lorrie Grevstad (DOH, ECCS grant), Agda Burchard (WAEYC)

Absent: Lorena Lowell (ELAC Co-Chair*, Private Child Care Provider), Jada Rupley (ELAC Co-Chair*, ESD 112), Marie Zackuse (ELAC Tribal Representative; Vice-Chairwoman Tulalip Tribe), Nina Auerbach (ELAC Thrive by Five Washington Member), Elizabeth Bonbright Thompson (Child Care Resource and Referral Network), Vaughnetta Barton (Foundation for Early Learning)

Welcome/Introductions (Amie):

Amie welcomed the group and thanked everyone for their time and participation in this important effort. Group members provided an introduction by sharing their name and affiliation. Amie recognized other members that were not able to be present, including: ELAC members Lorena Lowell*, Jada Rupley*, Marie Zackuse; and Nina Auerbach, as well as external stakeholders Elizabeth Bonbright Thompson, and Vaughnetta Barton. Amie also noted that Lorena and Jada, as co-chairs of the Early Learning Advisory Council (ELAC), wanted to extend their appreciation to those participating in this critical work and to express their support for this workgroup despite scheduling conflicts that did not permit them to attend this first meeting.